



# **Assessing Hazards in High Risk Safe Work Practices**

**Safety Topic of the Month  
Richmond Refinery**

**May 2010**

## ***How do we Assess Hazards?***

*Through our IIF journey, we have assembled a large toolbox to assess hazards in every task.*

### ***The tools:***

- ***LPSA – Loss Prevention Self Assessment***
- ***JLA's - Job Loss Analysis***
- ***LPO's – Loss Prevention Observations***
- ***Hazard ID Tool***
- ***JHA's – Job Hazard Analysis***
- ***JJSV's – Joint Job Site Visit***
- ***HSE – Health and Safety Evaluation***
- ***Instructions - Refinery , Maintenance, Engineering Instructions and Operating Standards and Procedures***
- ***Work Permits – Ignition Source, General Work, Excavation, High Heat , General Entry, Special Entry , Electrical Switching Orders/Card, Utility Connection, Intra refinery Trucking, Equipment Shipping Tag, Fresh Air, Blind List, Live Relief Work***

*The use of these tools are scalable and some are required for High Risk Work or Safe Work Practices (SWP's).*



## ***What are Safe Work Practices (SWP's)?***

*A Safe Work Practice is defined as an activity that, if not performed or is performed wrong, could impact the safety of employees, the environment, or the surrounding community (Refinery Instruction 374, 3.0).*



# Safe Work Practices (SWP's)

These following Refinery Instructions are listed in RI-374 as *Safe Work Practices*:

\* Global Downstream (GD) considers the job tasks involving the following safe work practices are considered high-risk work:

1. Color Identification and Labeling of Equipment and Lines (RI-302)
2. Preventing Exposure to Corrosive Chemicals and Defining Yellow Lined Areas (RI-321)
3. Respiratory Protective Equipment (RI-338)
4. **Hot Work and General Work Permits (RI-341) \***
5. Benzene Compliance (RI-348)
6. Control of Entry Into Process Areas (RI-375)
7. Opening Process Lines (RI-376)
8. **Fall Protection and Scaffolding User Safety (RI-380)\***
9. **Electrical Safe Work Practices (RI-389) \***
10. Connection to Refinery Utility Systems (RI-503)
11. Excavation Procedures (RI-505)
12. Connection to Refinery Electrical Systems (RI-509)
13. Chemical Cleaning of Refinery Equipment (RI-617)
14. Temporary On-Line Leak Repairs (RI-621)
15. Hot Tapping Lines (E-671)
16. Approved Crane and Rigging Practices (M-820)
17. Radioactive Materials (RI-9020)
18. **Control of Hazardous Energy (RI-9900) \***
19. **General Procedures for Entering/Working in Confined Spaces (RI-9920) \***



# *Safe Work Practices (SWP's)*

These Refinery Instructions and hazard assessment tools are used to identify, mitigate and manage the risk.

\* Global Downstream (GD) considers the job tasks involving the following safe work practices are considered high-risk work:

[Hot Work and General Work Permits \(RI-341\)](#)

[Fall Protection and Scaffolding User Safety \(RI-380\)](#)

[Electrical Safe Work Practices \(RI-389\)](#)

[Control of Hazardous Energy \(RI-9900\)](#)

[General Procedures for Entering/Working in Confined Spaces \(RI-9920\)](#)

Click on the SWP above to view the tools for each Refinery Instruction.

# Prevent incidents, perform *Every Task, the Right Way, Every Time!*



Fall Protection RI-380



Electrical Safe Work RI-389



LOTO RI-9900



Confined Space Entry RI-9900

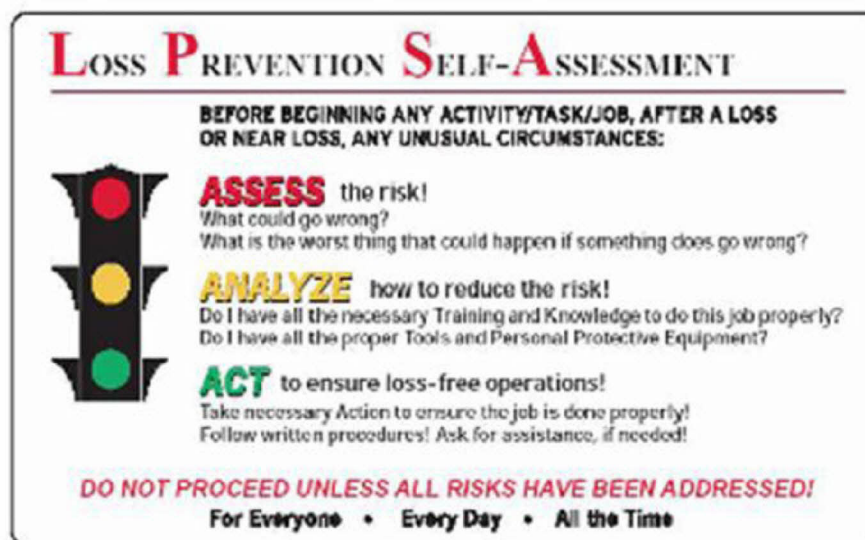


Hot Work RI-341



## Final Thoughts:

- Always perform a LPSA before every task, especially the High Risk SWP's



- Exercise Stop Work Authority if conditions change or if you see a hazard.



## Review TOP Lessons Learned

Learning from our past incidents will help us prevent them in the future. Please take a few minutes now to review the TOP lessons learned.

### TOP Lessons Learned